

MINUTES
TRANSPORTATION ASSET MANAGEMENT COUNCIL
March 1, 2006
Aeronautics Building
Lansing, Michigan

Meeting noticed in accordance with Open Meetings Act, Public Act 267 of 1976.

Present

Carmine Palombo, Chairman
Robert Slattery, Vice-Chairman
Jerry Richards, Member
Bill McEntee, Member
Susan Mortel, Member
Spencer Nebel, Member

Howard Heidemann, Member
David Bee, Member
Eric Swanson, Member
Steve Warren, Member
Kirk Steudle, Member
Frank Kelley, Commission Advisor

Absent

None

Staff Present

Rick Lilly, Bureau of Transportation Planning
Keri Peralta, Bureau of Transportation Planning
Ron Vibbert, Bureau of Transportation Planning
Gil Chesbro, Bureau of Transportation Planning
Rob Surber, Center for Geographic Information

Call to order

The meeting was called to order at 1:15 p.m.

Approval of Minutes- Rick Lilly

**Mr. Richards moved to approve the minutes, supported by Mr. Slattery.
Motion carried.**

Correspondence and Announcements- Rick Lilly

Mr. Lilly gave each Councilmember a copy of the 2006 Directory of Michigan Municipals Officials, courtesy of the Michigan Municipal League and Mr. Slattery. Mr. Lilly also gave each member a copy of the TRIP report. Mr. Lilly informed the Council that there is an asset management class that will be held on April 20th and 21st at the University of Wisconsin if any Council member is interested. Mr. Lilly has the information.

Agency Reports

None

Committee Reports: Administrative & Education

Mr. Bee informed the Council that the committee reviewed the Cambridge Systematics report and found that the document has been improved. Councilmembers are encouraged to provide any comments they have on the document. All comments are due back to Mr. Lilly by March 15th. Mr. Bee also informed the Council that the committee discussed future meeting dates for May and October. The Council is planning on meeting in Port Huron for the May meeting and Sault Ste. Marie for the October meeting. Mr. Bee informed the Council they would be replacing 14 computers this year. He also informed the Council that in the future there will be a written summary provided after each committee meeting to be reviewed by each committee member.

Data Management Committee Report

Mr. McEntee reported that the committee is looking at some different possibilities for data collection for 2006. One of the possibilities might be to do 1/3 of the state each year or 1/3 of the regions each year. Mr. McEntee informed the Council that there are 238 people registered to use the Internet-based data collector. He also informed the Council that Rob Surber had provided the committee with a draft data policy for their consideration.

Mr. McEntee moved that the CGI proceed to develop a Draft Data Policy by working with other groups such as the Model Analysis Team to ensure consensus on the issues. Supported by Mr. Nebel. Motion carried.

Strategic Analysis

Mr. Warren informed the Council that the model analysis team has had some working sessions now and they reported that up to now there have been no real issues. There was considerable discussion regarding the information and costs that should be reported in the Internet reporting tool. Ms. Mortel recommended a list of structural improvement costs. The Internet-based reporting tool would include this list with a check box next to each item. The Council discussed the list and added other elements. The complete list is attached to these minutes.

Mr. Slattery moved to approve the list and add a box titled "other" or "miscellaneous" for 2005. Supported by Mr. McEntee. Motion carried.

Mr. Nebel moved to establish June 1st, 2006, as the deadline for reporting the 2005 completed projects. Supported by Mr. Richards. Motion carried.

Mr. Slattery moved to report routine maintenance and make it a one lump sum from the most recent Act 51 Financial Report. Mr. Heidemann supported. Motion carried.

Mr. Heidemann moved that it be the owner of the road that does the reporting regardless of what agency actually did the work. Supported by Mr. Richards. Motion carried.

Monthly Report- Rick Lilly

Mr. Lilly gave each Councilmember a copy of the monthly report. There were no questions.

Report on 2005 PASER Data Collection – Gil Chesbro

Mr. Chesbro presented the Council with a power point presentation on the data that has been collected over the last three years.

Update on Pilot Projects – Rick Lilly

Mr. Lilly announced to the Council that the pilot projects were due at the end of February 2006. Mr. Lilly reported that all pilot reports had been submitted except three of them.

Revised Cambridge Systematics Documents – Rick Lilly

Mr. Lilly informed the Council that he had sent each Councilmember copies of the final draft report from Cambridge Systematics and a list of the major changes made in the guide. Mr. Lilly reviewed the changes that were made to the document. Ms. Mortel asked if the Administrative & Education Committee had made a recommendation on accepting the documents. Mr. Lilly indicated they had not and decided that they should wait to see the final documents before they did that. Ms. Mortel pointed out that because the Council will not meet again until April 5, 2006, it will be necessary to extend the contract with Cambridge Systematics for an additional thirty days.

Mr. Nebel moved that the Council extend the contract with Cambridge Systematics for 30 days, time only. Supported by Mr. Warren. Motion carried.

Discussion on Annual Report: Draft Outline – Rick Lilly

Each Councilmember received a copy of the draft outline for the 2005 Annual Report. Mr. Lilly asked that if anybody had any changes to be made to let him know today so that he can proceed with writing the draft.

Public Comment

There was no public comment.

Adjournment

Meeting adjourned at 4:05 p.m.